web Services Workgroup
Minutes
Thursday, May 1, 2002
Virginia Retirement System Conference Room
1:30 am – 3:30 pm

Attendance

See "Attachment 1 - Members and Guests"

Welcome and Opening Remarks

Mr. Tim Bass, Workgroup Chair, convened the meeting of the Web Services Workgroup at 1:30 pm.

Meeting Objectives

The objectives of the meeting were:

1) Identify the major web services development components and interactions in support of an "Address Change" proof of concept application.
2) Establish the project teams to develop, test and evaluate the above Web Services application.

Approval of minutes

The minutes of 4/25 had been previously distributed and approved by all workgroup members via e-mail.

Agenda Topics:

1. **IDENTIFY WEB SERVICES COMPONENTS for "ADDRESS CHANGE"**

Discusson: Bass led a discussion to identify the types of addresses that were maintained by the workgroup member entities as reflected in Table 1 below. It was agreed that the first five address types (as depicted in the first five columns of the table) ensured representation by all workgroup member entities, and therefore would represent the core components of the proof of concept address change application. It was further agreed by the workgroup that all entities are using some form of security/authentication process when accepting address information, and that a security/authentication component would be included in this project.

Table 1: Address Types Used by Entity

Agency	Home/Street	Garage	Mailing	Business	Billing	Guardian	Contact
DMV	X	X	X				
ABC			X	X			X
DHRM	X						
VRS	X		X				
Va. Beach	X			X	X		
Roanoke	X			X	X		
DOE	X			X			
DMAS	X			X		X	
GMU	X				X		

Fowler (VIPNet) volunteered to develop a test UDDI component for publishing the web services components built during the project, which was approved by the workgroup.

ACTION: Fowler to provide a description to Bass of the UDDI component to be developed.

2. ESTABLISH PROJECT TEAMS

Discusson: Bass proposed that six project teams be established based on the commonality of address types used. In the discussion that followed, the workgroup government entity members were divided as depicted in Table 2 below.

Bass suggested that as BEA was already working with ABC that they be paired together. He then asked if any other vendors were already working with a workgroup member entity on a Web Services application. The answer was "no". It was therefore agreed that Bass, Romero and Lubic would randomly assign each vendor workgroup member to one of the teams. Bass reemphasized that the project relationship between government entities and vendors must be truly collaborative and participative.

Table 2: Assigned Components by Team

Team #	Gov't Entity	Vendor Partner	Home	Garage	Mailing	Business	Billing	Security
1	DMV	Microsoft	X	X	X			X
2	ABC	BEA			X	X		X
3	DHRM & VRS	Silverstream	X		X			X
4	Va. Beach & Roanoke	Sun Microsystems	X			X	X	X
5	DOE & DMAS	Software AG	X			X		X
6	GMU	WebMethods	X				X	X

The workgroup further agreed that during the month of May, that the project teams should be meeting to develop their project definition, design, hardware/software configuration and project schedules, with the expectation that training and development would begin no later than June. The workgroup agreed that Bass would coordinate inter-team communication through May.

ACTION: Bass to intermittently follow up with each team to "encourage and assess" team activities and progress; and to coordinate inter-team communication.

PresentationS

None

New Business/public discussion

Kendrick (DMV) indicated that DMV was currently involved in a project with the City of Virginia Beach, whereby DMV would collect personal property tax and issue locality vehicle decals on behalf of Virginia Beach as part of the vehicle registration renewal process. He felt that Web Services might be a technology alternative for this process and suggested that the Project Team # 1 (DMV) include this functionality in their effort, time permitting. The workgroup agreed to this suggestion.

Adjourn

The meeting was adjourned at 3:30 pm.

Next Meeting

VRS Training Room, Thursday, May 30, 10:00 am to 1:30 pm.

Workgroup Members

Name	Organization	E-mail	Phone	Present (x = yes)
Bass, Tim (Chair)	Virginia Retirement System	tbass@vrs.state.va.us	804.344.3175	X
Alefantis, LJ	WebMethods	LJ@webmethods.com	703.395.8333	X
Ambs, Chris	Software AG, Inc.	chris.ambs@softwareagusa.com	201.461.1730	
Canada, Bethann	Department of Education	bcanada@pen.k12.va.us	804.225.2951	X
Carter, Leslie	Department of Information Technology	lcarter@dit.state.va.us	804.371.5577	
Carver, Elaine	Roanoke County	ecarver@co.roanoke.va.us	540.561.8003	
Cowart, Gwen	City of Virginia Beach	gcowart@vbgov.com	757.427.8160	
Creuziger, John	George Mason University	jcreuzig@gmu.edu	703.993.4160	X
DeHaven, Beth	Microsoft	bdehaven@microsoft.com	804.560.1118	X
Dodson, Debbie	Department of Motor Vehicles	dmvdhd@dmv.state.va.us	804.367.9227	
Farlow, Hank	Microsoft	hankf@microsoft.com	804.560.7076	
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Ghee, Elton	Roanoke County	eghee@co.roanoke.va.us	540.561.8000	X
Graham, Ellen	Software AG, Inc.	ellen.graham@softwareagusa.com	603.487.2039	
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Lender, Dan	BEA Systems	daniel.lender@bea.com	571.382.2454	
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Reagan, Tana	Software AG, Inc.	tana.reagan@softwareagusa.com	703.391.6929	
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Romero, Nelly	Department of Medical Assistance	nromero@dmas.state.va.us	804.786.7353	X
Sanea, Chris	Virginia Alcohol Beverage Control	cnsanea@abc.state.va.us	840.213.4483	
Scott, Greg	Fairfax County	gscott@fairfaxcounty.gov	703.324.4590	
Shelley, Lana	Department of Motor Vehicles	dmvlss@dmv.state.va.us	804.367.2635	
West, Floyd	WebMethods	fwest@webmethods.com	703.460.5935	
Wilkinson, David	Sun Microsystems	david.wilkinson@sun.com	919.816.4594	
Willet , Rodney	VIPNet	rod@vipnet.org	804.786.6202	

Guests in Attendance

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